



CONSTITUTION OF UNIVERSITY OF BRISTOL LABOUR CLUB

1. NAME

- a. The name of the Society shall be the University of Bristol Labour Club (Henceforth known as UBLCLC)

2. Affiliations

- a. UBLCLC shall be affiliated to the University of Bristol Union
- b. UBLCLC shall be affiliated to Labour Students 'the student wing of the Labour Party'
- c. UBLCLC shall be affiliated to Clifton East Ward BLP

3. OBJECTIVES

- a. To promote and secure support for the Labour Party within the University of Bristol.
- b. To be a home and centre of debate for students of left wing thought in the University.
- c. To propagate democratic socialist views and share the values and beliefs of democracy, equality, freedom and social justice.
- d. To support and liaise with the local wards branches and CLP, campaigning for Labour Party candidates in local and national elections.
- e. To participate within the political life of the University particularly within University of Bristol Union (UBU)
- f. To work with Labour Students, Young Labour and the Labour Party in providing politically educational opportunities for UBLCLC members and equipping members with the skills and experiences necessary to continue their interests into later life.
- g. The society shall aim always to abide by the Union's Equal Opportunities and Harassment Policies. The president/chair shall also ensure that any outside speakers abide by this policy.

4. MEMBERSHIP

- a. Full membership is open to all ordinary members of the Union by application in writing to the Chair or Secretary of the Society.
- b. Associate membership is open to all other persons who are interested in the aims and objectives of the Society.
- c. Not less than two-thirds of the Society members shall be members of the Union.
- d. The secretary shall keep a list of all members, differentiating between full and associate members.
- e. There shall be a subscription fee levied for membership, which shall be fixed at the discretion of the committee being no less than the minimum rate demanded by Student Activities Committee.
- f. Only full members may sit on the committee

- g. All categories of membership shall have equal rights of voting, attending meetings etc.

5. GENERAL MEETINGS

- a. There shall be an Annual General Meeting or (AGM) once per annum, and this shall be during the Spring Term.
- b. There shall be at least two further Ordinary General Meetings (OGM) per Annum in the Autumn and Summer terms.
- c. Notices of such meetings must be sent out by email to all UBLC members at least seven days beforehand, together with the Agenda.
- d. Quorum of such meetings shall be set at 20% of the UBLC membership.
- e. Additional OGMs may be called by the President throughout the University year or by 5% of the membership of the Society applying directly to the Secretary. An OGM shall be called as specified on the application, but at least 7 days notice shall be given.

6. COMMITTEE

- a. All members of full members of UBLC are eligible for election to Executive Committee unless they are a member of another political party that campaigns against the Labour Party.
- b. UBLC Executive Committee shall be elected at the AGM in the University spring term with exception of first year representatives who shall be elected at the OGM in the first term.
- c. The Executive members shall take office immediately following the meeting at which they were elected.
- d. The Executive Committee may appoint any member of UBLC to an unfilled position until an OGM can be called and a by-election can be held.
- e. The responsibilities of unfilled positions shall be distributed amongst existing committee members.
- f. The UBLC Executive Committee shall consist of a Chair (known as President for UBU purposes), Vice Chair (known as Vice President for UBU purposes), secretary, treasurer, communications chief, head of events and social secretary, Clifton East and Bristol CLP liaison officer, women's officer, LGBT officer, ethnic minorities and race awareness officer, disability awareness officer, first year representative.
- g. Contested elections shall be conducted by secret ballot using the First Past the Post electoral system. This shall be overseen by chair or outgoing chair as a rule book issue. A proposer and seconder are required for nominations to executive committee.
- h. Committee members may be removed from office at an OGM if they have not attended three consecutive general meetings without apology or are found to be campaigning against interests of UBLC outside the realms of normal debate. This will require a majority vote of a quorate meeting and the relevant officer will have every opportunity possible to defend themselves.
- i. Details of positions

Chair

- Responsible for chairing all club meetings
- Representing UBLC issues to the union where appropriate
- General coordination of UBLC activities and executive committee
- Casting vote in the event of a tie-(not on committee elections)
- Responsible for liaising with external bodies and speakers where this has not been delegated
- Will rule on constitutional issues and club rules in consultation with secretary

Vice-Chair (National)

- Responsible for chairing club meetings in absence of chair and to temporarily deal with any matters that arise in the chair's absence
- Campaign coordinator, responsible for organising UBLC campaigns within the university on Labour Students issues in cooperation with other members of the committee
- Will be aware of a electoral law and advise on UBLC activities and campaigns are within electoral law
- To liaise with Labour Students and represent UBLC at Labour Students events.

Vice-Chair (Local)

- Responsible for chairing club meetings in absence of chair and to temporarily deal with any matters that arise in the chair's absence
- Campaign coordinator, responsible for organising UBLC campaigns within in the local area in cooperation with other members of the committee
- Will be aware of a electoral law and advise on UBLC activities and campaigns are within electoral law
- To liaise with Bristol West and Bristol North-West CLPs, to attend occasional CLP meetings
- To liaise with Labour South West Regional Office

Secretary

- Will keep minutes of meetings and is responsible for their distribution as well as advertising dates of upcoming meetings
- Responsible for keeping an up-to-date list of full and associate members that may be required at short notice
- Acts as a general administrative assistant to the committee

Treasurer

- Will maintain an up-to-date record of club finances and bank balances and provide a monthly report on financial status.
- Will produce a financial report for the AGM

- Responsible for setting a fundraising target for the year and helping to meet that target

Communications officer

- Responsible for upkeep of mailing list
- Responsible for upkeep of website
- Responsible for assisting Vice-Chair with campaigns through designing propaganda materials
- Responsible for informing UBLC members about upcoming events

Women's officer

- Responsible for representing women's issues in UBLC proceedings
- Organise women only social events and at least one event a year on women's issues for the whole club
- Will encourage female participation in Labour Students and other Labour women's events
- Will strive to increase female membership of the society
- Will be in contact with national labour students women's officer
- Must be a woman

EU and International officer

- To act as a point of reference abroad for UBLC
- To produce a termly 'European report' on the politics of Labour in the EU.

7. FINANCIAL

- a. The Treasurer of the society shall be a full member of the Union and not in their final year at the University
- b. The accounts of the Society shall be audited by a member of University Staff and submitted to the Union Treasurer (Secretary to Student Activities Committee) as and when requested and at least once per annum.
- c. All financial arrangements must be made in accordance with current instructions to Society Treasurers, as set down by Student Activities Committee.

8. CONSTITUTIONAL AMENDMENTS

- a. Any amendment to this constitution shall require a simple majority vote of a quorate OGM or AGM.
- b. All such amendments shall become valid only after approval by Student Council.

(as of 15th March 2007)